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AUDITOR-CONTROLLER

**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

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June 20, 2006

TO: Mayor Michael D. Antonovich
Supervisor Gloria Molina
Supervisor Yvonne B. Burke
Supervisor Zev Yaroslavsky
Supervisor Don Knabe

FROM: J. Tyler McCauley *km*
Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – MOORE'S
COTTAGE GROUP HOME-ALTADENA**

We have completed a review of Moore's Cottage Group Home-Altadena (Group Home or Agency). The Group Home contracts with the Department of Children and Family Services (DCFS) and the Probation Department (Probation).

Moore's Cottage Group Home-Altadena is a six-bed facility, which provides care for boys ages 13-18 years who exhibit behavioral, social, and emotional difficulties. At the time of the monitoring visit, Moore's Cottage Group Home-Altadena was providing services for five Los Angeles County Probation children.

Moore's Cottage Group Home-Altadena is located in the Fifth District.

Scope of Review

The purpose of the review is to determine whether the Agency is providing the services as outlined in their Program Statement. Additionally, the review covers basic child safety and licensing issues, and includes an evaluation of the Agency's Program Statement, internal policies and procedures, child case records, a facility inspection, and interviews with children placed in the Group Home at the time of the review. Interviews with children are designed to obtain their perspectives on the program services provided by the Agency, and to ensure adherence to the Foster Youth Bill of Rights.

"To Enrich Lives Through Effective and Caring Service"

Generally, the Agency is providing the services as outlined in their Program Statement. The Agency needs to address the following deficient areas.

The Group Home needs to paint the exterior facility; repair the exterior stone work and cellar door; clean the bathtub; paint the patched wall in bedroom two; replace the dresser and desk in bedroom three; include the treatment team and input from the child in the development and implementation of the Needs and Services Plans; develop comprehensive Needs and Services Plans that include short and long-term goals; and provide all children with opportunities to participate in emancipation and vocational training programs.

Attached is a detailed report of the review.

Review of Report

We discussed our report with the Agency's management. In response to the recommendations made in the report, the Agency's management completed a corrective action plan (attached) which we approved. We thank the management and staff for their cooperation during our review.

If you have any questions, please contact me, or have your staff contact Mike Pirolo at (626) 293-1110.

JTM:MP:CC:gfw
http://auditor.co.la.ca.us/group_home.asp

Attachments

c: David E. Janssen, Chief Administrative Officer
David Sanders, Ph.D., Director, DCFS
Robert B. Taylor, Chief Probation Officer
Steven Smith, Executive Director, Moore's Cottage Group Home
Public Information Office
Audit Committee

**Moore's Cottage Group Home
Altadena
2353 Navarro Avenue
Altadena, California 91001
Phone: (626) 398-1227
License Number: 191290878
Rate Classification Level: 9**

I. Facility and Environment

Method of assessment – Observation

Comments:

Moore's Cottage Group Home is located in a residential community. The front and back yards are clean, and adequately landscaped. However, the exterior paint is cracked and peeling; there are cracks in the stone work; and the cellar door is warped and not stable.

Overall, the interior of the Group Home is well maintained. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, the bathtub is dirty and has rust stains.

Children's rooms are clean and orderly, and have age-appropriate personalized decorations. There is adequate lighting and storage space. Window coverings and window screens are in good repair. However, in bedroom two, there is patchwork on the wall that has not been painted. In bedroom three, the dresser is marked and scratched, and there is writing on the desk. The beds all have a full complement of linens. Children's sleeping arrangements are appropriate.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, a TV, and a DVD player. Books and resource materials, including a computer with a variety of programs, are also available.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

Recommendations

1. Moore's Cottage management:

- a. Paint the exterior of the facility.**
- b. Repair the exterior stone work.**
- c. Repair or replace the cellar door.**

- d. Clean the bathtub and remove the rust stains.
- e. Paint the patched wall in bedroom two.
- f. Replace or refinish the dresser and the desk in bedroom three.

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children meet the Group Home's population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

The treatment team and input from the child are not included in the development or implementation of the Needs and Services Plans (NSPs). The NSPs are current; however, NSPs are not comprehensive, and do not include short and long term goals.

Case files reflect adequate documentation to show that children are receiving treatment services.

Recommendations

2. Moore's Cottage management:

- a. Include the treatment team and input from the child in the development and implementation of the NSPs.
- b. Develop and maintain comprehensive NSPs that have specific, measurable, and time-limited short and long term goals.

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children are attending school. Children are provided with educational support and resources to meet their educational needs, and are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help, and survival skills.

One child has not been provided with opportunities to participate in emancipation and vocational programs as appropriate.

Recommendation

3. Moore's Cottage management provide all age-appropriate children with opportunities to participate in emancipation and vocational programs.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

The Group Home provides children with sufficient recreational activities, and leisure time. Children are provided with opportunities to participate in planning activities.

Children participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

According to the Agency's management, there are currently no children taking psychotropic medications. This information is appropriately documented.

Children are aware of their right to refuse medication.

Recommendations

There are no recommendations for this section.

VI. Personal Rights

Method of assessment –Interviews with children

Sample size for interviews: Two

Comments:

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home, and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff, and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are able to make and receive personal telephone calls, send and receive unopened mail, and have private visitors. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

Recommendations

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

The Group Home provides appropriate clothing, items of necessity, and the required \$50 monthly clothing allowance to children. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality and of sufficient quantity.

The Group Home provides children with the required minimum weekly allowance. Children spend their allowances as they choose.

The Group Home provides children with adequate personal care items.

Children are encouraged and assisted in creating and maintaining photo albums/life books.

Recommendations

There are no recommendations for this section.

Moore's Cottage Group Home
2353 Navarro Ave.
Altadena, Ca. 91001
(626) 398-1227
Licenses Number: 191290878
Rate Classification Level: 9

I. Facility and Environment

Recommendations

1. Moore's Cottage management:

- a. Paint exterior of the facility**
- b. Repair the stonework.**
- c. Repair or replace the cellar door.**

Moore's Cottage management anticipates that the above mentioned deficiencies a., b., c., will be completed no later than April 17, 2006, due to the scheduling of the contractor. The above deficiencies a., b., c. have been completed as of April 17, 2006

- d. Clean the bathtub, and remove the rust stains.**
- e. Paint the patched wall in bedroom two.**
- f. Replace the dresser and the desk in bedroom three.**

Moore's Cottage management as removed the rust stains from the bathtub, painted the wall in bedroom two, and replaced the dressers and desk in bedroom three. 03/10/06

II. Program Services

Recommendations

2. Moore's Cottage management:

- a. Include the treatment team and the child in the development and implementation of the NSPs.**

Moore's Cottage management will develop a NSPs treatment team consisting of the Probation Officer/Social Wk, facility therapist, facility Administrator, staff, and the input from the minor/client. Enclosed is a request form being sent to the Probation Officer/Social Wk., to participate in the development of the Needs and Service Plan. The therapist will be responsible for sending the invitation

request to the minors Probation Officer/Social Wk. to participate in the clients Needs and Service Planning treatment team. The invitation request will be sent two weeks prior to the scheduled meeting date. The minor/clients will also be requested to attend the treatment team meeting, for his input.

- b. **Develop and maintain comprehensive NSPs, that have specific and measurable and time-limited short and long-term goal for all children.**

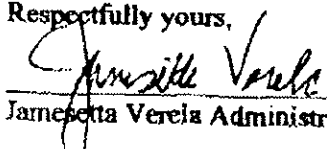
Moore's Cottage management will develop and maintain comprehensive NSPs, which have specific measurable outcomes, time-limited, short and long-term goals for all minor/clients. The therapist will determine the interventions. The treatment team will employ, monitor the interventions, using our daily log, and complete a brief weekly progress report, which the therapist will interpret.

III. Educational and Emancipation Services

3. **Moore's Cottage management provide all children with opportunities to Participate in emancipation and vocational programs.**

Moore's Cottage management will enroll minor/client into the age appropriate emancipation program, ILP, E-Step, and after school programs such as R.O.P. The minor/clients will be able to participate in after school jobs with approval from the Probation Officer/Social Wk. Moore's Cottage management, cannot enroll the minor/clients into the ILP program until a referral has been sent to the ILP coordinator from the Probation Officer/Social Wk.

Respectfully yours,


Jamesetta Verela Administrator